

Air Force Real Property Agency Former Kelly AFB LUC/IC Communication Plan

(Version 7.6, 24 February 2003)

1. Purpose

This plan is an appendix to the Land Use Control/Institutional Control (LUC/IC) Management Plan and is the primary implementation vehicle for AFRPA's layering strategy at the former Kelly AFB as described in the LUC/IC Management Plan. The communication plan outlines how AFRPA will inform key stakeholders involved in LUC/IC issues at the former Kelly AFB of the importance of the LUC/ICs identified for the former Kelly AFB, and their role in maintaining those LUC/ICs. The primary audiences include the property grantees, government officials, and other key stakeholders who will make decisions affecting the use of the property. The plan also addresses ways to communicate relevant LUC/IC information to interested community stakeholders, so they can consider the information while making decisions about future property uses in their community.

2. What this Plan Does

In the former Kelly AFB LUC/IC Management Plan, AFRPA has identified specific land use restrictions and controls necessary to protect the integrity of remedial actions or to prevent or manage exposure to residual contamination at the former Kelly AFB. This Communication Plan contains procedures and protocols for communicating initial and subsequent information about LUC/ICs requirements in the LUC/IC Management Plan. Specifically, this Communication Plan is designed to meet the following objectives:

- Ensure the parties using and controlling the property understand the LUC/ICs and their responsibilities. (e.g., new deed holders)
- Ensure government officials and key stakeholders who may make decisions affecting future use of the property are aware of the LUC/ICs and understand their responsibilities. (e.g., local land use planners)
- Identify steps to educate community stakeholders about the existence and importance of the LUC/ICs and the implications of a breach or disruption, and the use of the community relations plan, the RAB, or existing environmental review forums.

3. The Former Kelly AFB Implementation: How We Will Communicate

Property Grantees

The Air Force, or its representative, will send Grantee initial and reinforcement notification letters to the property grantees. These letters will

1. Identify the use restriction on the property;

2. Inform the Grantee of the importance of observing that use restriction;
3. Inform the Grantee of the CERCLA 120(h) covenant associated with the restriction;
4. Request updated point of contact information (e.g., when property changes hands or people move); and
5. Contain attachments, including the AFRPA Grantee Pamphlet, the IC Fact Sheet, an Installation Map, and other relevant data.

Initial notification letters will be sent to Grantees on the deed execution date provided by the Portfolio Management System (PMS) or as soon thereafter as feasible. Reinforcement letters will be sent annually, biennially, or triennially, on the anniversary of the initial notification.¹ The dates for initial and reinforcement letters are found in Table 1.

The Air Force will also send termination letters to Grantees when the residual contamination has been reduced to such a level that restrictions on property use are no longer required.

Templates for Grantee notification letters are found in Appendix A. The Management Information System (MIS) will automatically generate these letters using the data found in Table 1.

¹ *Notification frequencies have been altered to reflect guidelines stated in the LUC/IC Worksheet.*

Governmental Entities and Key Stakeholders

The Air Force, or its representative, will send initial and reinforcement notification letters to the governmental and key stakeholder points of contact. This will be done for each layering mechanism identified in the former Kelly AFB LUC/IC Management Plan. These letters will

1. Identify the use restriction on the property;
2. Identify the layering mechanism AFRPA is bringing to the recipient's attention;
3. Inform the recipient of the importance of their role in AFRPA's layering strategy and implementation of the relevant layering mechanism;
4. Request updated point of contact information; and
5. Contain attachments, including the IC Fact Sheet, and Installation Map, and other relevant data.

Government/Key Stakeholder initial letters will be sent at the time that initial Grantee letters are sent, or as soon thereafter as feasible. Reinforcement letters will be sent according to the schedule in Table 1.

The Air Force will also send termination letters to government agencies and key stakeholders when the residual contamination has been reduced to such a level that restrictions on property use are no longer required.

Templates for Government/Key Stakeholder notification letters are found in Appendix B. The MIS will automatically generate these letters using the data found in Table 1.

Notification Letters Data Inputs

Table 1 below provides a list of points of contact for Grantees, governmental entities, and key stakeholders for the former Kelly AFB as well as information on the parcel, associated IRP sites or Operable Units, layering mechanisms and priorities, and frequency of correspondence for each letter required by this communication plan.

Table 1

The Former Kelly AFB LUC/IC – Grantee and Governmental/Key Stakeholder Notification Information

Point of Contact	Grantee (G) or Govt’l/ Key Stakeholder (K)?	Affected Parcel No.	Affected Parcel Description	Media Affected	Planned Use	Use Restriction	IC Classification	Layering Mechanism	Layering Priority	Date for Initial Notice	Reinforce-ment Frequency	Termina-tion Date
GKDA, Executive Director, (Bruce Miller) (210) 362-7800, 143 Billy Mitchell Blvd. Bldg 43, Suite 6, San Antonio, TX 78226	(G)	10	ST010, ST031, ST032 and FT024	Soils	Industrial Jet Engine Test Cells	<ul style="list-style-type: none"> ▪ Restricted to non-residential use ▪ Limit ability to disturb subsurface ▪ Limit access to remedial systems 	1	<ul style="list-style-type: none"> ▪ Use restrictions in Deed ▪ Notify utility purveyors and join “Dig Safe” type programs 	3 1	TBD	triennially annually	TBD

Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

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GKDA, Executive Director, (Bruce Miller) (210) 362-7800, 143 Billy Mitchell Blvd. Bldg 43, Suite 6, San Antonio, TX 78226	(G)	11	Northern Groundwater Plume on-and off-base area: SS050, SS003, and SS045	Ground-water and soils*	Ware-house complex	<ul style="list-style-type: none"> ▪ Prevent use of shallow ground-water ▪ Prevent excavation, construction, drilling or disturbance of remedy ▪ Restricted to non-residential use * ▪ Limit ability to disturb subsurface * ▪ Limit access to remedial systems * <p><i>* applies to sites SS003, and SS045 only.</i></p>	1	<ul style="list-style-type: none"> ▪ Use restrictions in deed ▪ Notify utility purveyors and join “Dig Safe” type programs 	<div>3</div> <div>1</div>	TBD	triennially annually	TBD

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GKDA, Executive Director, (Bruce Miller) (210) 362-7800, 143 Billy Mitchell Blvd. Bldg 43, Suite 6, San Antonio, TX 78226	(G)	12	Southern Groundwater Plume on Base Area SS036, WP021, WP022, SS042, SS039, LF019, SS002, SS005, SS028, WP022, WP021, WP034	Ground-water and surface water (SS042, SS039, LF019, SS002, SS005, SS028, WP022, WP021, WP034) soils (SS036, WP021 and WP022)	TBD	<ul style="list-style-type: none"> ▪ Prevent use of shallow groundwater for watering ¹ ▪ Prevent Drinking water well installation ¹ ▪ Prevent excavation, construction, drilling or disturbance of remedy ¹ ▪ Prevent use of Leon Creek for Drinking water ¹ ▪ Restricted to non-residential use ² ▪ Limit ability to disturb subsurface ² ▪ Limit access to remedial systems ² <p>¹ <i>applies to sites SS036, WP021 and WP022 only</i></p> <p>² <i>applies to sites SS042, SS039, LF019, SS002, SS005, SS028, WP022, WP021, and WP034 only</i></p>	1	<ul style="list-style-type: none"> ▪ Use Restrictions in Deed ▪ Notify utility purveyors and join "Dig Safe" type programs 	3 1	TBD	triennially annually	TBD

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GKDA, Executive Director, (Bruce Miller) (210) 362-7800, 143 Billy Mitchell Blvd. Bldg 43, Suite 6, San Antonio, TX 78226	(G)	13	SS044, SS040, SS038, ST006, Bldg 360, former Bldg 301 Eastern groundwater plume on and off-base area: SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Soils Ground-water	Aero-space Administration Complex	<ul style="list-style-type: none"> ▪ Prevent exposure to contaminated soils ▪ Prevent activities that could result in migration of contamination and adverse impacts on adjoining property ▪ Protect the integrity of the remedies ▪ Prevent use of shallow ground-water * ▪ Prevent drinking water well installation * ▪ Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only.</i></p>	1	<ul style="list-style-type: none"> ▪ Use restrictions in deed ▪ Notify utility purveyors and join "Dig Safe" type programs 	3 1	TBD	triennially Annually	TBD

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GKDA, Executive Director, (Bruce Miller) (210) 362-7800, 143 Billy Mitchell Blvd. Bldg 43, Suite 6, San Antonio, TX 78226	(G)	14	SS051 and SS052 Eastern groundwater plume on and off-base area: SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Soils Ground-water	Build to suit	<ul style="list-style-type: none"> ▪ Prevent exposure to contaminated soils ▪ Prevent activities that could result in migration of contamination and adverse impacts on adjoining property ▪ Protect the integrity of the remedies ▪ Prevent use of shallow ground-water * ▪ Prevent drinking water well installation * ▪ Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only</i></p>	1	<ul style="list-style-type: none"> ▪ Use restrictions in deed ▪ Notify utility purveyors and join "Dig Safe" type programs 	3 1	TBD	triennially Annually	TBD

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COSA, Environmental Services Department, Environmental Management Division, Manager, (Mr. David Newman), (210) 207-6441, 1940 Grandstand, San Antonio, TX 78238	(K)											
Air Force, AFRPA/DK-Kelly, Adam Antwine, Senior Rep., (210) 925-5457, Air Force Real Property Agency, 143 Billy Mitchell Blvd., Suite 1, San Antonio, TX 78226-1816	(K)	10	ST010, ST031, ST032 and FT024	Soils	Industrial Jet Engine Test Cells	<ul style="list-style-type: none"> ▪ Restricted to non-residential use ▪ Limit ability to disturb subsurface ▪ Limit access to remedial systems 	1	<ul style="list-style-type: none"> ▪ Install signage and warnings regarding residual contamination ▪ Inspect and monitor remedial systems ▪ Maintain administrative record ▪ Maintain information repositories 	1 1 3 3	TBD	annually annually triennially triennially	TBD

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Air Force, AFRPA/DK-Kelly, Adam Antwine, Senior Rep., (210) 925-5457, Air Force Real Property Agency, 143 Billy Mitchell Blvd., Suite 1, San Antonio, TX 78226-1816	(K)	11	Northern Groundwater Plume on- and off-base area: SS050, SS003, and SS045	Ground-water and soils*	Ware-house complex	<ul style="list-style-type: none"> Prevent use of shallow ground-water Prevent excavation, construction, drilling or disturbance of remedy Restricted to non-residential use * Limit ability to disturb subsurface * Limit access to remedial systems * 	1	<ul style="list-style-type: none"> Install fence or other physical barriers to restrict site access. Install signage and warnings regarding residual contamination Monitor and inspect wells in impacted area regularly. Inspect and monitor remedial systems Install and monitor locking caps on wells. Maintain administrative record Maintain information repositories 	1 1 1 1 1 3 3	TBD	annually annually annually annually annually triennially triennially	TBD

** applies to sites SS003, and SS045 only.*

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Air Force, AFRPA/DK-Kelly, Adam Antwine, Senior Rep., (210) 925-5457, Air Force Real Property Agency, 143 Billy Mitchell Blvd., Suite 1, San Antonio, TX 78226-1816	(K)	13	SS044, SS040, SS038, ST006, Bldg 360, former Bldg 301	Soils	Aero-space Administration Complex	<ul style="list-style-type: none"> Prevent exposure to contaminated soils Prevent activities that could result in migration of contamination and adverse impacts on adjoining property Protect the integrity of the remedies Prevent use of shallow ground-water * 	1	<ul style="list-style-type: none"> Install signage and warnings regarding residual contamination. Inspect and monitor remedial systems Maintain administrative record Maintain information repositories Install fences and other physical barriers to restrict site access * 	1 1 3 3	TBD	annually annually triennially triennially	TBD
			SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Ground-water		<ul style="list-style-type: none"> Prevent drinking water well installation * Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only.</i></p>		<ul style="list-style-type: none"> Monitor and inspect wells in impacted area regularly * Install and monitor locking caps on wells* <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only.</i></p>	1 1		annually annually	

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Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

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Bexar County, Bexar County Clerk (Gerry Rickhoff), (210) 335-2216, 100 Dolorosa, Number 108, San Antonio, TX , 78205	(K)	10	ST010, ST031, ST032 and FT024	Soils	Industrial Jet Engine Test Cells	<ul style="list-style-type: none"> ▪ Restricted to non-residential use ▪ Limit ability to disturb subsurface ▪ Limit access to remedial systems 	1	<ul style="list-style-type: none"> ▪ Use restrictions in Deed ▪ Deed Notices 	3 3	TBD	triennially triennially	TBD
Bexar County, Bexar County Clerk (Gerry Rickhoff), (210) 335-2216, 100 Dolorosa, Number 108, San Antonio, TX , 78205	(K)	11	Northern Groundwater Plume on- and off-base area: SS050, SS003, and SS045	Ground-water and soils*	Ware-house complex	<ul style="list-style-type: none"> ▪ Prevent use of shallow ground-water ▪ Prevent excavation, construction, drilling or disturbance of remedy ▪ Restricted to non-residential use * ▪ Limit ability to disturb subsurface * ▪ Limit access to remedial systems * 	1	<ul style="list-style-type: none"> ▪ Use restrictions in deed ▪ Deed Notices 	3 3	TBD	triennially Triennially	TBD

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Bexar County, Bexar County Clerk (Gerry Rickhoff), (210) 335-2216, 100 Dolorosa, Number 108, San Antonio, TX , 78205	(K)	13	SS044, SS040, SS038, ST006, Bldg 360, former Bldg 301 Eastern groundwater plume on and off-base area: SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Soils Ground-water	Aero-space Administration Complex	<ul style="list-style-type: none"> ▪ Prevent exposure to contaminated soils ▪ Prevent activities that could result in migration of contamination and adverse impacts on adjoining property ▪ Protect the integrity of the remedies ▪ Prevent use of shallow ground-water * ▪ Prevent drinking water well installation * ▪ Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only.</i></p>	1	<ul style="list-style-type: none"> ▪ Use restrictions in deed ▪ Deed Notices 	3 3	TBD	triennially triennially	TBD

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Bexar County, Bexar County Clerk (Gerry Rickhoff), (210) 335-2216, 100 Dolorosa, Number 108, San Antonio, TX , 78205	(K)	14	SS051 and SS052 Eastern groundwater plume on and off-base area: SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Soils Ground-water	Build to suit	<ul style="list-style-type: none"> ▪ Prevent exposure to contaminated soils ▪ Prevent activities that could result in migration of contamination and adverse impacts on adjoining property ▪ Protect the integrity of the remedies ▪ Prevent use of shallow ground-water * ▪ Prevent drinking water well installation * ▪ Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only</i></p>	1	<ul style="list-style-type: none"> ▪ Use restrictions in deed ▪ Deed Notices 	3 3	TBD	triennially triennially	TBD

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COSA, Community Initiatives Department, Director, (Dennis J. Campa), (210) 207-8198, 115 Plaza de Armas, San Antonio, TX 78205 (K) <i>(for Calgary Units)</i>	(K)											
Lackland 37th Civil Engineering Squadron	(K)											

Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

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COSA, Planning Department, Director, (Emil Moncivais), (210) 207-7951, Municipal Plaza Building, 114 West, San Antonio, TX 78205	(K)	11	Northern Groundwater Plume on- and off-base area: SS050, SS003, and SS045	Ground-water and soils*	Ware-house complex	<ul style="list-style-type: none"> ▪ Prevent use of shallow ground-water ▪ Prevent excavation, construction, drilling or disturbance of remedy ▪ Restricted to non-residential use * ▪ Limit ability to disturb subsurface * ▪ Limit access to remedial systems * 	1	<ul style="list-style-type: none"> ▪ City ordinance to prevent well installation 	1	TBD	annually	TBD
				<i>* applies to sites SS003, and SS045 only.</i>		<i>* applies to sites SS003, and SS045 only.</i>						

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COSA, Planning Department, Director, (Emil Moncivais), (210) 207-7951, Municipal Plaza Building, 114 West, San Antonio, TX 78205	(G)	12	Southern Groundwater Plume on Base Area SS036, WP021, WP022, SS042, SS039, LF019, SS002, SS005, SS028, and WP034	Ground-water and surface water (SS042, SS039, LF019, SS002, SS005, SS028, WP022, WP021, WP034) soils (SS036, WP021 and WP022)	TBD	<ul style="list-style-type: none"> ▪ Prevent use of shallow groundwater for watering ¹ ▪ Prevent Drinking water well installation ¹ ▪ Prevent excavation, construction, drilling or disturbance of remedy ¹ ▪ Prevent use of Leon Creek for Drinking water ¹ ▪ Restricted to non-residential use ² ▪ Limit ability to disturb subsurface ² ▪ Limit access to remedial systems ² <p>¹ applies to sites SS036, WP021 and WP022 only</p> <p>² applies to sites SS042, SS039, LF019, SS002, SS005, SS028, WP022, WP021, and WP034 only</p>	1	<ul style="list-style-type: none"> ▪ City Ordinance to Prevent Well Installation¹ <p>¹ applies to sites SS036, WP021 and WP022 only</p>	1	TBD	Annually	TBD

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COSA, Planning Department, Director, (Emil Moncivais), (210) 207-7951, Municipal Plaza Building, 114 West, San Antonio, TX 78205	(K)	13	SS044, SS040, SS038, ST006, Bldg 360, former Bldg 301 Eastern groundwater plume on and off-base area: SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Soils Ground-water	Aero-space Admin-istration Complex	<ul style="list-style-type: none"> ▪ Prevent exposure to contaminated soils ▪ Prevent activities that could result in migration of contamination and adverse impacts on adjoining property ▪ Protect the integrity of the remedies ▪ Prevent use of shallow ground-water * ▪ Prevent drinking water well installation * ▪ Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only.</i></p>	1	<ul style="list-style-type: none"> ▪ City ordinance to prevent well installation* <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only.</i></p>	1	TBD	annually	TBD

Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

Point of Contact	Grantee (G) or Govt'l/ Key Stakeholder (K)?	Affected Parcel No.	Affected Parcel Description	Media Affected	Planned Use	Use Restriction	IC Classification	Layering Mechanism	Layering Priority	Date for Initial Notice	Reinforce-ment Frequency	Termination Date
COSA, Planning Department, Director, (Emil Moncivais), (210) 207-7951, Municipal Plaza Building, 114 West, San Antonio, TX 78205	(K)	14	SS051 and SS052 Eastern groundwater plume on and off-base area: SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Soils Ground-water	Build to suit	<ul style="list-style-type: none"> ▪ Prevent exposure to contaminated soils ▪ Prevent activities that could result in migration of contamination and adverse impacts on adjoining property ▪ Protect the integrity of the remedies ▪ Prevent use of shallow ground-water * ▪ Prevent drinking water well installation * ▪ Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only</i></p>	1	<ul style="list-style-type: none"> ▪ City ordinance to prevent well installation* <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only</i></p>	1	TBD	annually	TBD

Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

Point of Contact	Grantee (G) or Govt'l/ Key Stakeholder (K)?	Affected Parcel No.	Affected Parcel Description	Media Affected	Planned Use	Use Restriction	IC Classification	Layering Mechanism	Layering Priority	Date for Initial Notice	Reinforcement Frequency	Termination Date
San Antonio Metropolitan Health District, Environmental Health Division, Environmental Health Administrator, (Sam Sanchez), (210) 207-8853, 332 W. Commerce St., Suite 101, San Antonio, TX 78205-2489	(K)	11	Northern Groundwater Plume on- and off-base area: SS050, SS003, and SS045	Ground-water and soils*	Ware-house complex	<ul style="list-style-type: none"> ▪ Prevent use of shallow ground-water ▪ Prevent excavation, construction, drilling or disturbance of remedy ▪ Restricted to non-residential use * ▪ Limit ability to disturb subsurface * ▪ Limit access to remedial systems * 	1	<ul style="list-style-type: none"> ▪ Public notices 	1	TBD	annually	TBD
				<i>* applies to sites SS003, and SS045 only.</i>		<i>* applies to sites SS003, and SS045 only.</i>						

Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

Point of Contact	Grantee (G) or Govt'l/ Key Stakeholder (K)?	Affected Parcel No.	Affected Parcel Description	Media Affected	Planned Use	Use Restriction	IC Classification	Layering Mechanism	Layering Priority	Date for Initial Notice	Reinforcement Frequency	Termination Date
San Antonio Metropolitan Health District, Environmental Health Division, Environmental Health Administrator, (Sam Sanchez), (210) 207-8853, 332 W. Commerce St., Suite 101, San Antonio, TX 78205-2489	(G)	12	Southern Groundwater Plume on Base Area SS036, WP021, WP022, SS042, SS039, LF019, SS002, SS005, SS028, and WP034	Ground-water and surface water (SS042, SS039, LF019, SS002, SS005, SS028, WP022, WP021, WP034) soils (SS036, WP021 and WP022)	TBD	<ul style="list-style-type: none"> Prevent use of shallow groundwater for watering ¹ Prevent Drinking water well installation ¹ Prevent excavation, construction, drilling or disturbance of remedy ¹ Prevent use of Leon Creek for Drinking water ¹ Restricted to non-residential use ² Limit ability to disturb subsurface ² Limit access to remedial systems ² <p>¹ applies to sites SS036, WP021 and WP022 only</p> <p>² applies to sites SS042, SS039, LF019, SS002, SS005, SS028, WP022, WP021, and WP034 only</p>	1	<ul style="list-style-type: none"> Public Notices ¹ <p>¹ applies to sites SS036, WP021 and WP022 only</p>	1	TBD	annually	TBD

Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

Point of Contact	Grantee (G) or Govt'l/ Key Stakeholder (K)?	Affected Parcel No.	Affected Parcel Description	Media Affected	Planned Use	Use Restriction	IC Classification	Layering Mechanism	Layering Priority	Date for Initial Notice	Reinforce-ment Frequency	Termination Date
San Antonio Metropolitan Health District, Environmental Health Division, Environmental Health Administrator, (Sam Sanchez), (210) 207-8853, 332 W. Commerce St., Suite 101, San Antonio, TX 78205-2489	(K)	13	SS044, SS040, SS038, ST006, Bldg 360, former Bldg 301 Eastern groundwater plume on and off-base area: SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Soils Ground-water	Aero-space Administration Complex	<ul style="list-style-type: none"> ▪ Prevent exposure to contaminated soils ▪ Prevent activities that could result in migration of contamination and adverse impacts on adjoining property ▪ Protect the integrity of the remedies ▪ Prevent use of shallow ground-water * ▪ Prevent drinking water well installation * ▪ Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only.</i></p>	1	<ul style="list-style-type: none"> ▪ Public notices* <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only.</i></p>	3	TBD	triennially	TBD

Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

Point of Contact	Grantee (G) or Govt'l/ Key Stakeholder (K)?	Affected Parcel No.	Affected Parcel Description	Media Affected	Planned Use	Use Restriction	IC Classification	Layering Mechanism	Layering Priority	Date for Initial Notice	Reinforce-ment Frequency	Termination Date
San Antonio Metropolitan Health District, Environmental Health Division, Environmental Health Administrator, (Sam Sanchez), (210) 207-8853, 332 W. Commerce St., Suite 101, San Antonio, TX 78205-2489	(K)	14	SS051 and SS052 Eastern groundwater plume on and off-base area: SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, SS052	Soils Ground-water	Build to suit	<ul style="list-style-type: none"> ▪ Prevent exposure to contaminated soils ▪ Prevent activities that could result in migration of contamination and adverse impacts on adjoining property ▪ Protect the integrity of the remedies ▪ Prevent use of shallow ground-water * ▪ Prevent drinking water well installation * ▪ Prevent excavation, construction, drilling or disturbance of remedy * <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only</i></p>	1	<ul style="list-style-type: none"> ▪ Public notices* <p><i>* applies to sites SS037, SS040, SS038, ST006, Bldg 360, former Bldg 301, and SS052 only</i></p>	1	TBD	annually	TBD

Former Kelly AFB LUC/IC Communication Plan – 24 February 2003

Point of Contact	Grantee (G) or Govt'l/ Key Stakeholder (K)?	Affected Parcel No.	Affected Parcel Description	Media Affected	Planned Use	Use Restriction	IC Classification	Layering Mechanism	Layering Priority	Date for Initial Notice	Reinforce-ment Frequency	Termina-tion Date
TCEQ, Remediation Division, Project Manager, (Mark Weegar), (512) 239-2360, 12100 Park 35 Circle, Bldg D, Austin, TX 78753	(K)											
SAWS, Water Quality Division	(K)											
Bexar Metropolitan Water District	(K)											
TCEQ, Region 13, (Abigail Power), (210) 490-3096, 14250 Judson Road, San Antonio, TX 78233-4480	(K)											
Holders of utility easements – still to be determined.												

4. Communicating with Community Stakeholders

While the focus of this plan is on direct communication with Grantees, governmental representatives, and key stakeholders, other activities will educate community stakeholders. Specifically:

- Inform the public through the Installation Restoration Program (IRP) Community Relations Program, as needed and appropriate.
- Provide information on use restrictions as appropriate. Tell RAB about any breeches and explain procedures for reporting them. Share information on how the Air Force resolved problems.
- Provide information on the existence and integrity of key restrictions, as appropriate, in environmental review forum.
- Continue to inform the BRAC Cleanup Team.
- Continue to inform the Local Reuse Authority.
- Maintain and advertise the 1-800 contact line to appropriate groups or individuals.

5. Points of Contact for Questions about this Plan

Mr. Adam Antwine, AFRPA Senior Representative	(210) 925-9612
Mr. Don Buelter, Chief, Restoration Branch	(210) 925-3100 x 338
Mr. William Ryan, BRAC Environmental Coordinator	(210) 925-0227
Ms. Claire Biunno, AFRPA Environmental Counsel	(703) 696-5360
Mr. Doug Karas, AFRPA Public Affairs Specialist	(210) 925-0217

6. Related web sites

<http://www.kellyafb.net>
<http://www.dtic.mil/envirodod/>
<http://www.atsdr.cdc.gov/atsdrhome.html>
<http://www.epa.gov/>
<http://www.tceq.state.texas.us>
<http://www.gkda.org>
<http://www.sanantonio.gov/enviro/>
<http://www.countyclerk.bexar.landata.com/>
<http://www.sanantonio.gov/comminit/?res=1024&ver=true>
<http://www.sanantonio.gov/planning/>
<http://www.sanantonio.gov/health/>

APPENDIX A
GRANTEE NOTIFICATION LETTER TEMPLATES

Initial Grantee Letter

AFRPA/DR
1700 North Moore Street, Suite 2300
Arlington VA 22209-2802

[Grantee Name]
[Grantee Address]

Dear *[Grantee]*:

On *[date]*, the Air Force conveyed *[parcel description]* at *[installation name]* to you for use as *[planned use]*. The deed for this property included restrictions on its use as part of an environmental remedy for the *[media type]* contamination on or underlying the property. A map of this parcel depicting the area(s) subject to restriction is attached. This restriction is required to protect human health and the environment. This letter serves as additional notice to ensure you continue to be aware of this use restriction.

The following use restriction(s) apply/applies to your property:

[describe use restriction(s)]

The use restrictions is/are a part of the remedial action affecting your property. The deed for your property has a covenant, required by Section 120(h)(3) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). The covenant provides protection in the event additional remedial action is found to be necessary in the future. Interference with the use restriction(s) described above on your property may be considered an act or omission that results in the loss of the covenant's protection, and your becoming a potentially responsible party. As a potentially responsible party, you could be held responsible for the costs associated with completing any remedial action found to be necessary as a result of such interference.

If your property changes hands, or if your contact information changes, please send the following information to the address above, attention *[appropriate Air Force contact]*:

Name
Mailing Address
Telephone Number
Facsimile Number (if available)
Email Address (if available)

Sources of additional information on use restrictions are attached to this letter. If you have further questions concerning this matter, please contact *[appropriate Air Force contact]* at XXX-XXX-

[XXXX](#). The Air Force will continue to send letters every [\[frequency\]](#) years as a reminder of this restriction. You will also receive a letter notifying you that the restriction is removed, when all actions to protect human health and the environment are deemed complete by the appropriate regulatory agencies.

Sincerely

ALBERT F. LOWAS, JR.
Director

cc:

AFRPA/D_
AFRPA/LD
AFRPA/EV

Attachments: Grantee Pamphlet
Map of Parcel and Use Restrictions
AFRPA Institutional Controls Fact Sheet
1-800 number Fact Sheet

Grantee Reinforcement Letter

AFRPA/DR
1700 North Moore Street, Suite 2300
Arlington VA 22209-2802

[Grantee Name]
[Grantee Address]

Dear *[Grantee]*:

On *[date]*, the Air Force conveyed *[parcel description]* at *[installation name]* to you for use as *[planned use]*. The deed for this property included restrictions on its use as part of an environmental remedy for the *[media type]* contamination on or underlying the property. A map of this parcel depicting the area(s) subject to restriction is attached. This restriction is required to protect human health and the environment. This letter serves as a follow-up to our letter of *[initial letter date]*, to ensure you continue to be aware of this use restriction.

The following use restriction(s) apply/applies to your property:

[describe use restriction(s)]

The use restrictions is/are a part of the remedial action affecting your property. The deed for your property has a covenant, required by Section 120(h)(3) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). The covenant provides protection in the event additional remedial action is found to be necessary in the future. Interference with the use restriction(s) described above on your property may be considered an act or omission that results in the loss of the covenant's protection, and your becoming a potentially responsible party. As a potentially responsible party, you could be held responsible for the costs associated with completing any remedial action found to be necessary as a result of such interference.

If your property changes hands, or if your contact information changes, please send the following information to the address above, attention *[appropriate Air Force contact]*:

Name
Mailing Address
Telephone Number
Facsimile Number (if available)
Email Address (if available)

Sources of additional information on use restrictions are attached to this letter. If you have further questions concerning this matter, please contact *[appropriate Air Force contact]* at *XXX-XXX-XXXX*. The Air Force will continue to send letters every *[frequency]* years as a reminder of this restriction. You will also receive a letter notifying you that the restriction is removed, when all actions to protect human health and the environment are deemed complete by the appropriate regulatory agencies.

Sincerely

ALBERT F. LOWAS, JR.
Director

cc:

AFRPA/D_
AFRPA/LD
AFRPA/EV

Attachments: Grantee Pamphlet
Map of Parcel and Use Restrictions
AFRPA Institutional Controls Fact Sheet
1-800 number Fact Sheet

Grantee - Use Restriction Termination Letter

AFRPA/DR
1700 North Moore Street, Suite 2300
Arlington VA 22209-2802

[Grantee Name]
[Grantee Address]

Dear *[Grantee]*:

On *[date]*, the Air Force conveyed *[parcel description]* at *[installation name]* to you for use as *[planned use]*. The deed for this property included restrictions on its use as part of an environmental remedy for the *[media type]* contamination on or underlying the property. A map of this parcel depicting the area(s) subject to restriction is attached.

This restriction can now be removed, because the restrictions are no longer necessary. This letter serves as notice that the use restriction(s) will be terminated. A copy of the document terminating the use restrictions is attached.

The following restriction(s) on the use of the property are being terminated:

[Describe use restriction]

If you have questions concerning this letter, please contact *[appropriate Air Force contact]* at XXX-XXX-XXXX.

Sincerely

ALBERT F. LOWAS, JR.
Director

cc:
AFRPA/D_
AFRPA/LD
AFRPA/EV

Attachments: *[Copy of Use Restriction Termination Document]*

APPENDIX B
GOVERNMENT / KEY STAKEHOLDERS
NOTIFICATION LETTER TEMPLATES

Initial Governmental / Key Stakeholder Letter

AFRPA/DR
1700 North Moore Street, Suite 2300
Arlington VA 22209-2802

[Organization Name]
[Organization Address]

Dear *[Organization]*:

The Air Force conveyed *[parcel name]* of the *[installation name]* to *[grantee name]* on *[date]* for use as *[planned use]*. The deed for this property restricted its use as part of an environmental remedy for the *[media type]* contamination on or underlying the property. The use restriction specific to this letter is identified below and shown on the attached map. This restriction must remain in place in order to protect human health and the environment. This letter serves as the notice to your organization of this restriction, so that you may consider it in making decisions about this property.

The following use restriction(s) applies/apply to this property:

[describe use restriction(s)]

If your contact information changes, please send the following information to the address above, attention *[appropriate Air Force contact]*:

Organization Name
Mailing Address
General Telephone Number
Facsimile Number (if available)
Email Address (if available)

Sources of additional information on use restrictions are attached to this letter. If you have further questions concerning this matter, please contact *[appropriate Air Force contact]* at XXX-XXX-XXXX. The Air Force will continue to send letters every *[frequency]* years as a reminder of this restriction. You will also receive a letter notifying you that the restriction is removed, when all actions to protect human health and the environment are deemed complete by the appropriate regulatory agencies.

Sincerely

ALBERT F. LOWAS, JR.
Director

cc:
AFRPA/D_
AFRPA/LD
AFRPA/EV

Attachments: Grantee Pamphlet
Map of Parcel and Use Restrictions
AFRPA Institutional Controls Fact Sheet
AFRPA Institutional Controls Tracking System Fact Sheet
1-800 number Fact Sheet

Reinforcement Governmental / Key Stakeholder Letter

AFRPA/DR
1700 North Moore Street, Suite 2300
Arlington VA 22209-2802

[Organization Name]
[Organization Address]

Dear *[Organization]*:

The Air Force conveyed *[parcel name]* of the *[installation name]* to *[grantee name]* on *[date]* for use as *[planned use]*. The deed for this property restricted its use as part of an environmental remedy for the *[media type]* contamination on or underlying the property. The use restriction specific to this letter is identified below and shown on the attached map. This restriction must remain in place in order to protect human health and the environment. This letter serves as a reminder to your organization of this restriction, so that you may consider it in making decisions about this property, as initially described in our letter of *[initial notice letter date]*.

The following use restriction(s) applies/apply to this property:

[describe use restriction(s)]

If your contact information changes, please send the following information to the address above, attention *[appropriate Air Force contact]*:

Organization Name
Mailing Address
General Telephone Number
Facsimile Number (if available)
Email Address (if available)

Sources of additional information on use restrictions are attached to this letter. If you have further questions concerning this matter, please contact *[appropriate Air Force contact]* at XXX-XXX-XXXX. The Air Force will continue to send letters every *[frequency]* years as a reminder of this restriction. You will also receive a letter notifying you that the restriction is removed, when all actions to protect human health and the environment are deemed complete by the appropriate regulatory agencies.

Sincerely

ALBERT F. LOWAS, JR.
Director

cc:

AFRPA/D_
AFRPA/LD
AFRPA/EV

Attachments: Grantee Pamphlet
Map of Parcel and Use Restrictions
AFRPA Institutional Controls Fact Sheet
AFRPA Institutional Controls Tracking System Fact Sheet
1-800 number Fact Sheet

Government/Key Stakeholder - Use Restriction Termination Letter

AFRPA/DR
1700 North Moore Street, Suite 2300
Arlington VA 22209-2802

[Organization Name]
[Organization Address]

Dear *[Organization]*:

The Air Force conveyed *[parcel name]* of the *[installation name]* to *[grantee name]* on *[date]* for use as *[planned use]*. The deed for this property restricted its use as part of an environmental remedy for the *[media type]* contamination on or underlying the property. The use restriction specific to this letter is identified below and shown on the attached map. This restriction can now be removed, as it is no longer necessary protect human health and the environment. This letter serves as the notice of termination of this restriction. A copy of the document terminating the use restrictions is attached.

The remedial action, which affected this property, included the following restriction(s) on the use of the property:

[describe use restriction(s)]

If you have questions concerning this letter, please contact *[appropriate Air Force contact]* at *XXX-XXX-XXXX*.

Sincerely

ALBERT F. LOWAS, JR.
Director

cc:
AFRPA/D_
AFRPA/LD
AFRPA/EV

Attachments: *[Copy of Use Restriction Termination Document]*